

**Proposed Special Districts Fees Schedule
Fiscal Year 2023-2024**

The public is hereby notified that the Yavapai County Board of Supervisors will hold public hearing(s) pursuant to A.R.S. §11-251.06, §11-251.08, §48-819 to consider establishing the FY2023/24 fee schedule for reimbursement of county services provided to special districts. On Wednesday, June 21, 2023, at 9:00 a.m. the courtesy hearing will be held at the Verde Valley Complex, 10 S. 6th Street, Cottonwood, AZ. On Wednesday, July 5, 2023, at 9:00 a.m., the hearing will be held at the Yavapai County Administrative Services Building 1015 Fair Street, Prescott, AZ.

	FY23-24	
	Fees	Per
Assessor		
Office Manager	\$ 57.00	Hour
Chief Cartographer	\$ 68.00	Hour
GIS Cartographer Journey	\$ 57.00	Hour
Administrative Assistant II	\$ 52.00	Hour
Attorney		
Chief Civil Deputy (Supervisor)	\$ 109.00	Hour
Civil Attorney IV	\$ 104.00	Hour
Attorney III	\$ 90.00	Hour
Attorney II	\$ 83.00	Hour
Attorney I	\$ 75.00	Hour
Paralegal	\$ 51.00	Hour
Litigation Specialist	\$ 53.00	Hour
Legal Secretary	\$ 43.00	Hour
Development Services		
Director	\$ 124.00	Hour
Assistant Director	\$ 103.00	Hour
Planning Manager	\$ 72.00	Hour
Customer Service & Permitting Manager	\$ 72.00	Hour
Senior Planner	\$ 69.00	Hour
Planner II	\$ 63.00	Hour
Environmental Health Specialist III	\$ 60.00	Hour
Planner I	\$ 58.00	Hour
Environmental Health Specialist II	\$ 55.00	Hour
Office Manager	\$ 55.00	Hour
Records Technician	\$ 43.00	Hour
Elections/Voter Registration		
Director	\$ 145.00	Hour
Assistant Director	\$ 110.00	Hour
Program Administrator - Voter Registration & Early Voting	\$ 99.00	Hour
Elections Manager	\$ 82.00	Hour
Elections Database Programmer	\$ 74.00	Hour
Elections Office Technician	\$ 68.00	Hour
Voter Registration Specialist II	\$ 58.00	Hour
Voter Registration Specialist I	\$ 53.00	Hour
Contract Fees		
Vote by Mail	\$2.25 PER REG. VOTER	
Vote Center Election (Cost Sharing with other Jurisdictions on ballot)	\$4.60 PER REG. VOTER	

	FEE NOT TO EXCEED
Discount for Jurisdictions who provide assistance	\$0.25 OFF PER REG VOTER
Minimum Charge (the larger of the cost per voter or minimum charge)	\$500.00

Non-Contract Fees

Processing Provisional Ballots	\$2.50
Processing "Conditional" Provisional Ballots	\$5.00
Early Voting Packet (Includes signature verification)	\$2.50
Recounts - Machine Count	\$0.30 PER BALLOT
Recounts - Hand Count	\$0.59 PER BALLOT PER RACE

Miscellaneous/Statutory Fees

Signature Verification	\$0.50 PER NAME
Precinct Registers	\$50.00 EACH
Authorized Public Records Requests:	\$5.00 PER DISK
Electronic Files	No Charge

For 1-124,999 records	\$93.75 plus \$0.0005 per record
For 125,000-249,999	\$156.25 plus \$0.000375 per rec
For 250,000-499,999 records	\$203.13 plus \$0.00025 per reco
For 500,000-999,999 records	\$265.63 plus \$0.000125 per rec
For 1,000,000 or more records	\$328.13 plus \$0.0000625 per re

Court Related Costs

ACTUAL COST

Actual rates as determined by approved hourly rates of Elections and/or Voter Registration staff involved in compiling information related to lawsuits on - elections related matters and/or time spent giving depositions or testifying in court, and cost of copies.

Facilities

Director	\$	118.00	Hour
Assistant Director	\$	92.00	Hour
Administrative Support Manager	\$	64.00	Hour
Administrative Assistant I	\$	47.00	Hour
CADD Specialist	\$	52.00	Hour
Mail Services Supervisor	\$	52.00	Hour
Mail Services Technician	\$	40.00	Hour
Contract Specialist	\$	52.00	Hour
Safety and Compliance Specialist	\$	53.00	Hour
Building and Grounds Superintendent	\$	82.00	Hour
Building Maintenance Manager	\$	66.00	Hour
Grounds Supervisor	\$	58.00	Hour
Building Systems Technician	\$	55.00	Hour
Electrician	\$	55.00	Hour
Carpenter	\$	55.00	Hour
Trade Specialist	\$	50.00	Hour
HVAC/R Specialist	\$	55.00	Hour
Maintenance Worker, Journey	\$	44.00	Hour

Plumber	\$	55.00	Hour
Roofing Systems Specialist	\$	53.00	Hour
Custodial Manager	\$	66.00	Hour
Custodial Supervisor	\$	58.00	Hour
Floor Care Technician	\$	43.00	Hour
Custodian	\$	41.00	Hour
Finance			
Director	\$	120.00	Hour
Assistant Director	\$	95.00	Hour
Financial Accountant	\$	58.00	Hour
Accounting Specialist II	\$	54.00	Hour
Senior Accounts Payable Clerk	\$	47.00	Hour
Accounts Payable Clerk	\$	43.00	Hour
Vendor paid per item	\$	3.00	Item
Flood Control			
Director	\$	109.00	Hour
District Engineer	\$	91.00	Hour
Flood Warning Manager	\$	83.00	Hour
Engineer Stormwater	\$	80.00	Hour
Construction Project Manager	\$	69.00	Hour
Hydrologist III	\$	70.00	Hour
Flood Warning Specialist	\$	70.00	Hour
Hydrologist II	\$	64.00	Hour
Hydrologist I	\$	58.00	Hour
Office Manager	\$	58.00	Hour
Administrative Assistant II	\$	53.00	Hour
Administrative Assistant I	\$	49.00	Hour
Geographic Information Systems			
Director	\$	110.00	Hour
GIS Programmer/Analysist II	\$	80.00	Hour
GIS Programmer/Analysist I	\$	70.00	Hour
GIS Specialist	\$	61.00	Hour
GIS Cartographer Journey	\$	59.00	Hour
Management Information Systems			
Director	\$	124.00	Hour
Assistant Director	\$	98.00	Hour
Technology Unit Manager	\$	86.00	Hour
Systems Engineer IV	\$	78.00	Hour
Systems Engineer III	\$	71.00	Hour
Systems Engineer III	\$	62.00	Hour
Systems Engineer II	\$	55.00	Hour
Systems Engineer I	\$	48.00	Hour
Project Manager	\$	42.00	Hour
Customer Service Engineer Senior	\$	42.00	Hour
Customer Service Engineer	\$	46.00	Hour
Administrative Assistant I	\$	50.00	Hour
Administrative Assistant II	\$	50.00	Hour
Public Works			
Director	\$	125.00	Hour
Assistant Public Works Director	\$	103.00	Hour

Roads Manager	\$	86.00	Hour
Assistant County Engineer	\$	90.00	Hour
Senior Engineering Project Manager	\$	86.00	Hour
Operations Manager	\$	75.00	Hour
Civil Engineer	\$	75.00	Hour
Area Roads Superintendent	\$	72.00	Hour
Survey Manager	\$	72.00	Hour
Construction Project Manager	\$	66.00	Hour
Road Construction Supervisor	\$	66.00	Hour
Signs & Markings Project Manager	\$	66.00	Hour
Cultural Resource Manager	\$	66.00	Hour
Survey Party Chief	\$	63.00	Hour
Public Works Inspector Senior	\$	57.00	Hour
Road Improvement District Coordinator	\$	55.00	Hour
Equipment Operator III	\$	55.00	Hour
Geodetic Technician Senior	\$	50.00	Hour
Right-of-Way Specialist	\$	53.00	Hour
Administrative Assistant II	\$	50.00	Hour
Equipment Operator II	\$	50.00	Hour
Accounting Specialist I	\$	46.00	Hour
Administrative Assistant I	\$	46.00	Hour
Geodetic Technician	\$	46.00	Hour
Equipment Operator I	\$	46.00	Hour
Maintenance Worker Entry	\$	43.00	Hour

Board of Supervisors/Special District Administration

County Administrator	\$	261.00	Hour
Assistant County Administrator	\$	139.00	Hour
Clerk of the Board/Special Districts Coordinator	\$	110.00	Hour
Administrative Assistant II	\$	54.00	Hour

Treasurer

Treasurer	\$	69.00	Hour
Chief Deputy	\$	71.00	Hour
Fiscal Supervisor	\$	52.00	Hour
Property Tax Supervisor	\$	52.00	Hour
Administrative Assistant I	\$	42.00	Hour
Accounting Specialist III	\$	50.00	Hour
Accounting Specialist II	\$	46.00	Hour
Accounting Specialist I	\$	42.00	Hour

General County Fees

Transfer Ownership Fees	\$	140.00	
Computer printout	\$	1.00	
Photocopy	\$	0.25	
Mileage		65.5 cents	
Non sufficient fund check charge	\$	25+Bank Fee	

Overtime, if applicable, is 1.5 x the hourly rate.

Other County Departments may have previously established fee schedules or the ability to impose statutory fees. If a fire district or special district uses the services of those departments, they will be required to adhere to those fee schedules.

